



Lake County Sheriff's Office

104 East Erie Street Painesville, Ohio 44077 440-350-5501

Sheriff Daniel A. Dunlap sheriffdunlap.org

The Lake County Sheriff's Office is now accepting applications for the position of
PART-TIME DEPUTY SHERIFF IN COURT SERVICES

What we do . . .

- Patrols assigned locations to protect and serve the general public; enforces and upholds the laws; operates law enforcement equipment; investigates complaints; arrests or issues summonses to law violators; makes presentations to the public; and, prepares reports as required.
- Transports prisoners; responds to accidents; assists injured parties by giving first aid if necessary; obtains statements regarding accidents and determines violator; responds to complaints involving domestic relations problems, nuisances, or public hazard; handles emergency situations involving a variety of problems; follows up on criminal cases; investigates all elements of the crime; interviews witnesses, victims and suspects; gathers and marks all physical evidence; takes samples to the laboratory for analysis and storage; responsible for the custody and disposition of all evidence.
- Serves civil papers and warrants; prepares detailed written records and reports; testifies on behalf of the State of Ohio in criminal cases brought to trial.

What we're looking for . . .

- Ability to learn and comprehend: (1) Federal, State, and County laws; (2) Departmental rules, regulations, orders, policies and procedures; (3) Geographic areas of the County; (4) The use of assigned equipment; (5) Skills in the operation of assigned equipment, including a computer; (6) Ability to investigate problems and deal with stressful situations in a calm, reassured manner; (7) Communicate verbally and in writing; (8) Relate to people from all walks of life; (9) Interpret laws and make sound decisions quickly; (10) Physically apprehend law violators; (11) Interview and interrogate various types of people; (12) Investigative techniques and procedures; (13) Gather and maintain evidence; (14) Generate leads, suspects and evidence; (15) Court activities and laws and rules pertaining to the serving of civil papers and warrants.

Qualified Applicants should have . . .

- High School diploma or equivalent, and have successfully completed the Ohio Peace Officers' Training Academy as required by the State of Ohio.
- Must be at least 21 years of age and possess a valid State of Ohio driver's license with a good driving record.
- Will require successful background investigation, polygraph/VSA examination, mental and physical ability to perform the duties described.

Applications may be obtained and submitted at:

***Lake County Sheriff's Office
104 East Erie Street
Painesville, Ohio 44077***

The Lake County Sheriff's Office is an Equal Opportunity Employer/M.F.H.V.
